



EMERGENT DESIGN &
DEVELOPMENT

INVOICE

TO: Steve Myers
Director, Risk Management and Human Resources

FROM: Mary Bedford
President, Emergent Design & Development Inc.

DATE: June 20, 2006

The following represents an invoice for services provided by the staff of Emergent Design & Development on behalf of the Citrus County Public Schools during the 2006 Legislative Session.

These services included customized legislative updates delivered on a regular basis, as well as on-going telephone communication regarding legislative initiatives and bills, budget analysis, and district concerns.

Professional Services

2006 Legislative Session	\$5,000.00
Total Amount Now Due	\$5,000.00

Thank You!

6/30/06 200 H

15042

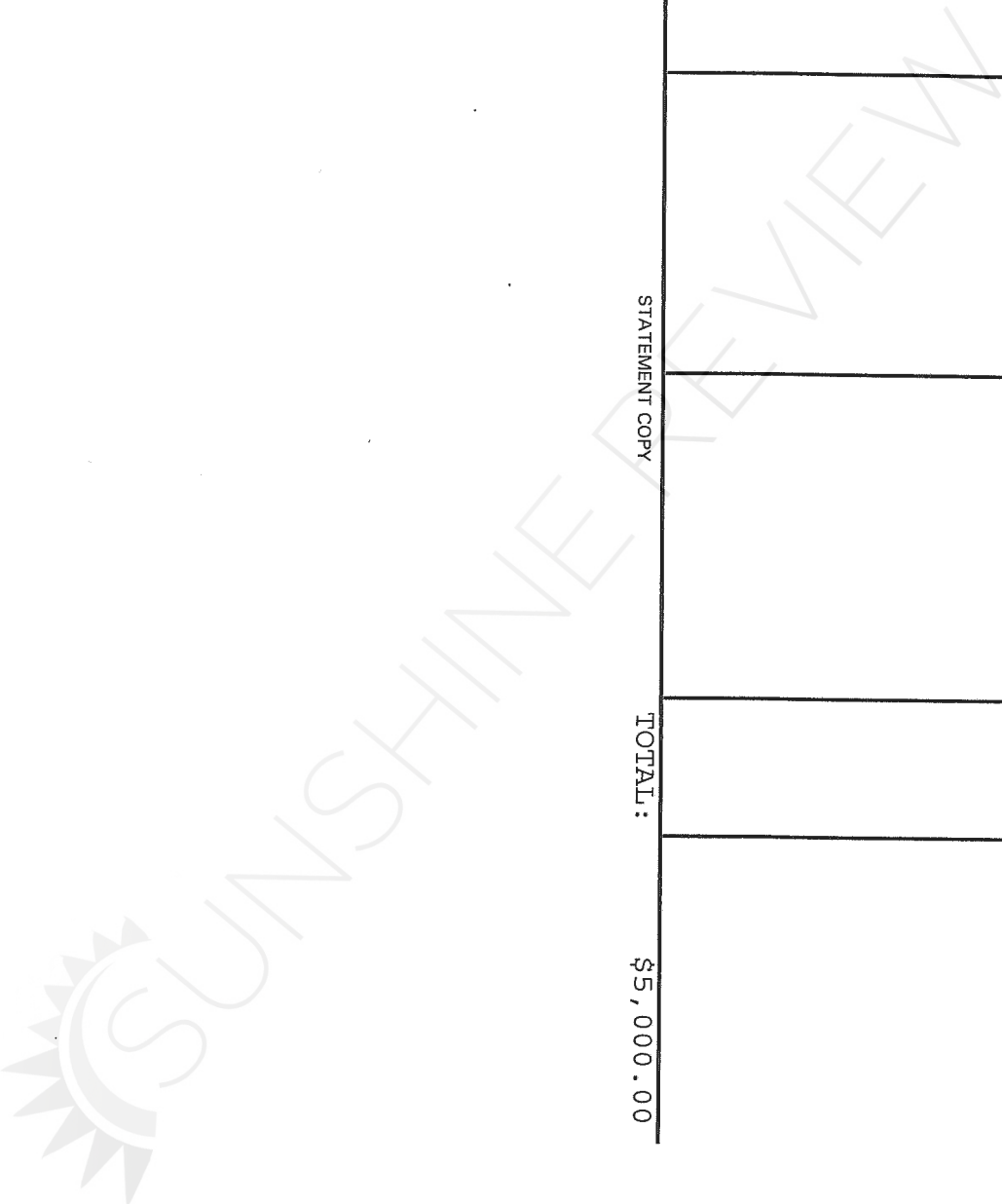
1001.7730.3100.9213.5240

VENDOR NUMBER: V0600130770 DATE: 07/25/2006 CHECK: 000211872
 Citrus County School Board INVERNESS, FLORIDA VENDOR NAME: EMERGENT DESIGN AND DEVELOPMENT

INVOICE NUMBER	P.O. NO.	AMOUNT	INVOICE NUMBER	P.O. NO.	AMOUNT
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2006 LEGISLATIVE	004098	\$5,000.00			
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STATEMENT COPY	TOTAL:	\$5,000.00
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CITRUS COUNTY SCHOOL BOARD1007 W MAIN STREET
INVERNESS FL 34450

PURCHASING (352) 726-1931 EXT. 2466 FAX (352) 726-1744

SALES TAX EXEMPT NO. 85-8012621776C-7

**PURCHASE ORDER
NUMBER**

06004098

This order number must appear on all packages,

invoices, packing slips, shipping notices and

correspondence concerning this order.

PAGE NO. 1

ANY PRICE INCREASE MUST HAVE PRIOR APPROVAL
(INCLUDING FREIGHT). CITRUS COUNTY SCHOOL
BOARD WILL NOT PAY OVER THE APPROVED PURCHASE
ORDER AMOUNTS. PAYMENT WILL NOT BE MADE UNTIL
THE ORDER IS COMPLETE OR BALANCE CANCELLED.
WE WILL MAKE PAYMENT (INCLUDING FREIGHT) ONLY
TO THE COMPANY TO WHICH THIS ORDER IS ISSUED.

VENDOR NUMBER

V0000130770

ORDER DATE

06/28/2006

EMERGENT DESIGN AND DEVELOPMEN

1910 BUFORD BOULEVARD

SUITE 1

TALLAHASSEE

FL 32308

NEGOT. & RISK MANA. - BLDG 100

CITRUS COUNTY SCHOOL BOARD

1007 W MAIN STREET

INVERNESS

FL 34450

ITEM NO.	DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
	LEGISLATIVE UPDATE SERVICES CONSULTANT FEE * * * TERMS & CONDITIONS * * * (CCSB PURPOSES ONLY - RETURN WHITE COPY TO REQUISITIONER TO BE MAILED/FAXED) ATTACHMENT	1	EA	5000.0000	5000.00

RECEIVED

JUN 29 2006

ACCOUNTS PAYABLE

FUND	FUNG	OBJ	CC	PRJ	DEPT	AMOUNT
1001	7730	3100	9213	5240		5,000.00
BID REF.						REQ. DATE
						06/27/06
						REQ. NO.
						15042
						REQUISITIONER
						9213-RISK
PROCESSING APPROVAL						DATE RECEIVED
						6/29/06

WHITE - Vendor Copy - CANARY - Finance Copy - PINK - Receipt Copy

TOTAL

5000.00

APPROVED FOR PURCHASE

NON-NEGOTIABLE

PURCHASING AGENT

SEND ORIGINAL INVOICE FOR PAYMENT TO

CITRUS COUNTY SCHOOL BOARD
ACCOUNTS PAYABLE DEPT.
1007 W MAIN STREET
INVERNESS FL 34450PHONE: (352) 726-1931
FAX: (352) 344-0359

* ADDITIONAL INSTRUCTIONS TO VENDOR ON REVERSE SIDE *

REQUESTS FOR SCHOOL BOARD AGENDA

Requested for: December 12, 2006

School Board Meeting.

Requested by: David Stephens, Department of Human Resources

Additional contact(s)/originator: David Stephens

Document Title: Contract with Emergent Design and Development, Inc.

Board Action Required:

☐ Presentation/Recognition

☐ Information

☒ Consideration/Approval: Approve contract with Emergent Design and Development, Inc.

Backup Materials: attached _____ contract available in district office X other _____

Request Summary: Approve contract with Emergent Design and Development, Inc. for Legislative Consultation services, and funding to support it.

Strategic Goals:

- ☐ 1. All students will develop a foundation of knowledge and skills through a rigorous and relevant curriculum that exceeds local, state, and national expectations, closes all performance gaps, and helps all students realize their full potential.
- ☐ 2. Schools will be safe and secure for all individuals and will provide students the opportunity to participate in a school community that creates a caring environment committed to building positive relationships.

Strategies Include:

- ☐ Innovative and research-based curriculum and program delivery systems;
- ☐ Emphasis on at-risk and special groups of learners (including gifted);
- ☐ Staff development, recruitment, and retention of workforce;
- ☐ Data systems (technology);
- ☐ Allocation of resources (human, physical, technological, financial);
- ☐ Career preparation;
- ☐ Community connections.

☒ Other/Operational Activities/Project (other than a goal)

Financial Impact:

☐ No financial impact to the District

☒ New Budget Request Amount \$10,000.00 plus ancillary cost (Fund Bal.)

☐ Amount included in current budget

☐ Additional amount needed not included in current budget

Funding Source:

☒ General Use Funds \$10,000.00 (Fund Bal.) (cost center)

☐ Categorical Fund

☐ In-Kind Services (services/costs currently funded from budgeted sources)

☐ Special Revenue Funds

☐ Grant Dollars

☐ District Dollars

☐ Capital Outlay Funds

☐ Food Service Funds

☐ Donation

Personnel:

Estimated Salary _____ hour _____ day _____ annual _____

Pay grade/level _____

Benefits _____

Terms of Position _____

Financial Impact reviewed by: Stephanie Russ

(Form Board Approved 5/9/06)

*EDD Proposal and Scope of Services
Prepared for Citrus County Public Schools*

The following outline represents an agreement for services to be delivered to Citrus County Public Schools by Emergent Design and Development, Inc. (EDD).

AGREEMENT

THIS AGREEMENT was entered into as of December 12, 2006 by and between **Emergent Design and Development, Inc.** whose address is 1910 Buford Boulevard, Suite 1, Tallahassee, Florida 32308, hereinafter referred to as the "Consultant", and **Citrus County Public Schools**, whose address is 1007 W. Main Street Inverness, FL 34450, hereinafter referred to as the "School District".

WHEREAS, the Consultant agrees to consult with the Superintendent, the administrators of the School District, and selected staff members;

NOW, THEREFORE, it is agreed to as follows:

1. **Term.** The respective duties and obligations of the contracting parties shall be in full force unless terminated in accordance with this agreement.

The contract period is from December 12, 2006 to December 12, 2007 (12 months).

The agreement may be terminated by either party by giving thirty (30) days' written notice to the other party at the addresses stated above, or at an address chosen subsequent to the execution of this agreement and duly communicated to the party giving notice.

2. **Consultations.** The Consultant shall be available to consult with the Superintendent, the administrators of the School District, and selected staff members at reasonable times, concerning matters pertaining to educational policy for the School District.
3. **Compensation.** Compensation to the Consultant will be structured as follows:

- Retainer of \$10,000 per year, payable in \$2,500 increments at the beginning of each quarter upon receipt of invoice

The Consultant shall be reimbursed for reasonable and customary expenses related to this agreement. These expenses include mail, courier, travel (in accordance with district policy) and ancillary client expenses. The School District shall pre-approve all expenses that exceed \$100.

The School District will pay all expenses and invoices within 21 days of receipt of an invoice provided by the Consultant.

EDD Proposal and Scope of Services
Prepared for Citrus County Public Schools

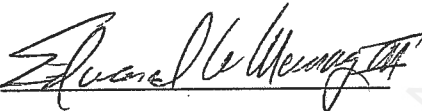
4. **Independent Contractor.** Both the School District and the Consultant agree that the Consultant will act as an independent contractor in the performance of the duties under this contract. Accordingly, the Consultant shall be responsible for payment of all taxes including Federal, State and local taxes arising out of the Consultant's activities in accordance with this contract, including by way of illustration but not limitation, Federal and State income tax, Social Security tax, Unemployment Insurance taxes, and any other taxes or business license fee as required.
5. **Confidential Information.** The Consultant agrees that any information received by the Consultant during the furtherance of the Consultant's obligations in accordance with this contract, which concerns personal, financial, or other affairs of the School District will be treated by the Consultant in full confidence and will not be revealed to any other persons, firms or organizations.
6. **Services.** Consultant will use its best efforts to provide the services which are listed below:
 - ✓ Assist the School Board and Superintendent of Citrus County in developing its legislative platform;
 - ✓ Visit legislators from the Citrus County delegation and Education Committee members to inform them of the Citrus Legislative Platform and seek their support;
 - ✓ Schedule meetings between School Board Members, Superintendent, and District staff with members of the Florida Legislature, appropriate Department of Education staff and other agency personnel upon request;
 - ✓ Be available for regular phone conference calls (weekly during Committee Weeks and during Session);
 - ✓ Supply timely legislative updates to inform school district personnel and Board members of statewide educational concerns, including activities of the Legislature, the Governor's Office and the DOE
 - ✓ Furnish an electronic copy of all laws passed which impact education upon bill enrollment;
 - ✓ Provide information related to the policies, meetings, and upcoming issues being considered by the State Board of Education and the Department of Education;
 - ✓ Monitor, actively assist and expedite District projects and concerns in the Department of Education, including, but not limited to, proposals, audits, plant surveys, program reviews, HRMD and management plans, Professional Practice cases, and certification issues;

EDD Proposal and Scope of Services
Prepared for Citrus County Public Schools

- ✓ Inform District about criteria and process of the evaluation of projects, obtain status of plans submitted to the Department of Education, and serve as an extension of District staff in Tallahassee;
- ✓ Inform Citrus County about the availability of both federal and state grant opportunities;
- ✓ Follow-up on specific projects, as requested by Citrus County (e.g., Charter School applications and policies, Alternative Education, program weights, etc.);
- ✓ Use established alliances with the Executive Directors of FASA, FSBA, and FADSS, as well as with representatives of other school districts to form coalitions on issues that the district wishes to support; and
- ✓ Other services requested by the Superintendent.

IN WITNESS WHEREOF, the parties have hereunto executed this Agreement on the date first above written.

Citrus County Public Schools

By: 

Title: CSB Chairman

Date: 12-12-06

Emergent Design and Development

By: 

Title: Superintendent

Date: 12/14/06